

TOWN OF DAVIE
TOWN COUNCIL AGENDA REPORT

TO: Mayor and Councilmembers

FROM/PHONE: Manny Diez, Public Works & Capital Projects Director, (954) 797-1245

PREPARED BY: Dan Oyler, Assistant Public Works Director, (954) 797-1840

SUBJECT: Resolution

AFFECTED DISTRICT: Town Wide

ITEM REQUEST: **Schedule for Council Meeting**

TITLE OF AGENDA ITEM: BID EXTENSION - A RESOLUTION OF THE TOWN OF DAVIE, FLORIDA, APPROVING THE EXTENSION OF THE EXISTING POLICE DEPARTMENT JANITORIAL BID BETWEEN THE TOWN AND PERM-A-CARE JANITORIAL SERVICES, INC. (\$35,459)

REPORT IN BRIEF: The Town of Davie awarded Perm-A-Care Janitorial Services, Inc. the bid for Janitorial Services for the Police Department by Resolution #2007-290. The bid provides for a one time two-year extension to October 5, 2011. The Town approves the extension of the existing Janitorial Services bid between the Town and Perm-A-Care Janitorial Services, Inc. until October 5, 2011, with no increase in current costs. There are no changes to the terms and conditions for the allowable two-year renewal period.

PREVIOUS ACTIONS: Resolution 2007-290

CONCURRENCES: Public Works

FISCAL IMPACT: Yes

Has request been budgeted? Yes

If yes, expected cost: \$35,459

Account name and number: Building Maintenance Janitorial Contracts
001-0702-541-34-01 (FY 2009 & FY 2010)

RECOMMENDATION(S): Motion to approve resolution

Attachment(s): Resolution, Extension Memo, Vendor Letter, Previous Resolution

RESOLUTION _____

A RESOLUTION OF THE TOWN OF DAVIE, FLORIDA,
APPROVING THE EXTENSION OF THE EXISTING POLICE
DEPARTMENT JANITORIAL BID BETWEEN THE TOWN OF
DAVIE AND PERM-A-CARE JANITORIAL SERVICES, INC.

WHEREAS, The Town of Davie awarded Perm-A-Care Janitorial Services Inc.
the bid for the Police Department Janitorial Services by Resolution 2007-290; and

WHEREAS, The bid provides for a one time two-year extension to October 5,
2011.

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN
OF DAVIE, FLORIDA.

SECTION 1. The Town Council hereby approves the extension of the existing
Police Department Janitorial Services bid between the Town and Perm-A-Care Janitorial
Services, Inc. until October 5, 2011, with no increase in current costs.

SECTION 2. This resolution shall take effect immediately upon its passage and
adoption.

PASSED AND ADOPTED THIS _____ DAY OF _____, 2009

MAYOR/COUNCILMEMBER

ATTEST:

TOWN CLERK

APPROVED THIS _____ DAY OF _____, 2009

**PUBLIC WORKS
MEMORANDUM**

To: Herb Hyman, Procurement Manager

From: Daniel J. Oyler, Assistant Public Works Director

Date: August 13, 2009

Re: Extension of Police Department Janitorial Bid.

The Public Works Department recommends the Town extend the existing Police Department Janitorial Bid awarded to Perm-A-Care Janitorial Services, Inc. for an additional two-year period with the same terms and conditions as the original.

The contractor, Perm-A-Care Janitorial Services, Inc., has provided the extension letter which is attached.



PUBLIC WORKS DEPARTMENT
6901 ORANGE DRIVE • DAVIE, FLORIDA 33314-3399
PHONE: 954.797.1240 • FAX: 954.797.1246 • WWW.DAVIE-FL.GOV

August 13, 2009

Perm - A - Care
P.O. Box 8101
Delray Beach, FL 33482

Re: Extension for Janitorial Services for the Police Department

Dear Ken,

The Contract for janitorial services at the police department will expire on October 5, 2009. If you wish to extent the contract for and additional two (2) year period under the same terms and conditions as the original, please indicate so by signing in the space provided below and return this letter to the Public Works Office.

Perm - A - Care wishes to have the Janitorial Services for the Police Department Bid with the Town of Davie extended for an additional two (2) year period under the same terms and conditions as the original.

A handwritten signature, likely of Ken, is written over a horizontal line.

Perm - A - Care
8/13/09

Sincerely,

A handwritten signature, "Steve L. Rodgers II", is written in cursive.

Steve L. Rodgers II
Contracts Administrator

TOWN OF DAVIE

TOWN COUNCIL AGENDA REPORT

TO: Mayor and Councilmembers

FROM/PHONE: Manny Diez, Public Works & Capital Projects Director, (954) 797-1245

PREPARED BY: Daniel J. Oyler, Assistant Public Works Manager, (954) 797-1840

SUBJECT: Resolution

AFFECTED DISTRICT: All

ITEM REQUEST: **Schedule for Council Meeting**

TITLE OF AGENDA ITEM: A RESOLUTION OF THE TOWN OF DAVIE, FLORIDA, AUTHORIZING THE APPROPRIATE TOWN OFFICIALS TO ACCEPT THE BID RECOMMENDATION FOR JANITORIAL SERVICES FOR THE POLICE DEPARTMENT.

REPORT IN BRIEF: The bid was advertised state-wide in Florida Bid Reporting, Nationally in Bid Net, and also posted on the Town's website. The Town sent out forty eithty (48) bids for janitorial service for the Police Department. The Town received eleven(11) bid responses for this service. The recommendation is for Perm-A-Care Janitorial Services, Inc. as the lowest responsive and responsible bidder

PREVIOUS ACTIONS: None

CONCURRENCES: The recommended award had been reviewed by the Public Works Department and the Bid Specification Committee, whom concur with the decision to award the bid to Perm-A-Care Janitorial Services, Inc.

FISCAL IMPACT: Yes

Has request been budgeted? Yes

If yes, expected cost: \$35,459.00

Account Name: Internal Charges / 001-0520-521-0450

If no, amount needed: \$

What account will funds be appropriated from:

Additional Comments:

RECOMMENDATION(S): Motion to approve the resolution.

Attachment(s): Resolution, Bid Recommendation, Procurement Authorization, Bid Opening Report and Corporation Information.

RESOLUTION NO. _____

A RESOLUTION OF THE TOWN OF DAVIE, FLORIDA, AUTHORIZING THE APPROPRIATE TOWN OFFICIALS TO ACCEPT THE BID RECOMMENDATION FOR JANITORIAL SERVICE FOR THE POLICE DEPARTMENT

WHEREAS, The Town is in need of Janitorial Service for the Police Department; and

WHEREAS, The Town solicited sealed bids for Janitorial Service for the Police Department; and

WHEREAS, after review, the Town Council wishes to accept the bid from Perm-A-Care Janitorial Services, Inc.

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF DAVIE, FLORIDA:

SECTION 1. The Town Council hereby accepts the bid from Perm-A-Care Janitorial Services, Inc. for Janitorial Service for the Police Department for \$35,459.00.

SECTION 2. The Town Council hereby authorizes the expenditures from account number 001-0520-521-0450.

SECTION 3. The initial length of the contract will be from October 5, 2007 to October 5, 2009, with an optional two-year renewal.

SECTION 4. This Resolution shall take effect immediately upon its passage and adoption.

PASSED AND ADOPTED THIS _____ DAY OF _____, 2007.

MAYOR/COUNCILMEMBER
Attest:

TOWN CLERK

APPROVED THIS _____ DAY OF _____, 2007

TOWN OF DAVIE PROCUREMENT AUTHORIZATION

ACCOUNT NUMBER: 1001-0520-521-0430
BUDGET ITEM & DESCRIPTION: Police Dept. Sanitorial Bldg Maint. Interior
APPROXIMATE COST: \$47,000/yr.
METHOD OF PROCUREMENT (check the one that applies)

- ☒ Open Competitive Bidding
☐ Piggyback on Contract Number _____
☐ Sole Source
☐ Request For Proposals

SPECIFICATIONS & LIST OF VENDORS MUST BE ATTACHED

Signed Mc 6/22/07
Department Head

Have Funds been Reserved Requ. 36008

Date 7/3/07 Signed HPD

Signed Gary A. Hanna
Town Administrator

VENDOR	BIDS SUBMITTED	COST
PERM-A-CARE JANITORIAL SERVICES, INC.		\$ 35,459.00
TRIANGLE SERVICES		48,426.00
KLEEN MASTER		51,708.00
CLASS ACT CLEANING		51,854.52
NINETY FIVE SEVEN		56,991.04
GME		61,289.00
SFM SERVICES, INC.		64,510.00
FRANCIS CLEANING SERVICES		72,876.00
AIA EMPLOYMENT OF MIAMI		86,052.56
DIGGS ENTERPRISES		96,324.00
FACILITY CLEANERS		114,800.00
BDS CLEAN BLDG. CONTRACTORS	NO BID	
VISTA BLDG. MAINT. SCS.	NO BID	

Gary A. Hanna
Procurement Manager

BID SPECIFICATION COMMITTEE'S RECOMMENDATION	
Vendor	Cost
PERM-A-CARE JANITORIAL SERVICES, INC.	\$35,459.00

BID OPENING REPORT

BID NAME: Janitorial Services - PD Bldg.TIME: 2:04 PMBID NUMBER: 8-07-101DATE: 8/14/07ESTIMATED COST: \$47,000 / yr.

NO.	CONTRACTOR'S NAME	BID AMOUNT	COMMERCIAL RANKING
1.	Facility Cleaners	114,800.00	11
2.	Joe Clean Bldg. Contractors	None Responsive	—
3.	Triangle Services	48,426.00	2
4.	Francis Cleaning Service	72,876.00	8
5.	Perm-A-Care	35,459.00	1
6.	Ninety Five South	56,991.04	5
7.	GME	61,299.00	6
8.	Class Act Cleaning	51,854.52	4
9.	Kleen Master	51,708.80	3
10.	Vista Bldg. Maint. Services	NO Bid	—

REMARKS

SPECS SENT TO FORTY-EIGHT (48) PROSPECTIVE BIDDERS
TOWN REC'D THIRTEEN (13) RESPONSES (ELEVEN (11) BIDS + TWO (2) NO BID RESPONSES)

NOTE: THE ABOVE BID AMOUNTS HAVE NOT BEEN CHECKED, AND BID TOTALS ARE
 SUBJECT TO CORRECTION AFTER THE BIDS HAVE BEEN COMPLETELY REVIEWED.

THIS IS ONLY A FINANCIAL RANKING OF ALL THE BIDS RECEIVED. THE USING
DEPARTMENT IS RESPONSIBLE FOR REVIEWING THE BIDS FOR COMPLIANCE WITH ALL
THE BID SPECIFICATIONS PRIOR TO SUBMITTAL OF LETTER OF RECOMMENDATION.

PURCHASING OFFICIAL:

Elma S. Anderson

DATE:

8/14/07

WITNESS:

Angela Salinas

DATE:

8/14/07

BID OPENING REPORT

BID NAME: Janitorial Services - PD Bldg.

TIME: 2:04 PM

BID NUMBER: B-07-101

DATE: 8/14/07

ESTIMATED COST: \$47,000/yr.

NO.	CONTRACTOR'S NAME	BID AMOUNT	COMMERCIAL RANKING
1.	Digos Enterprises	\$96,334.00	10
2.	AIA Employment of Miami	\$86,052.56	9
3.	SFM Services, Inc.	\$64,510.40	7
4.			
5.			
6.			
7.			
8.			
9.			
10.			

REMARKS

NOTE: THE ABOVE BID AMOUNTS HAVE NOT BEEN CHECKED, AND BID TOTALS ARE SUBJECT TO CORRECTION AFTER THE BIDS HAVE BEEN COMPLETELY REVIEWED.

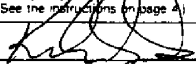
THIS IS ONLY A FINANCIAL RANKING OF ALL THE BIDS RECEIVED. THE USING DEPARTMENT IS RESPONSIBLE FOR REVIEWING THE BIDS FOR COMPLIANCE WITH ALL THE BID SPECIFICATIONS PRIOR TO SUBMITTAL OF LETTER OF RECOMMENDATION.

PURCHASING OFFICIAL: [Signature]

DATE: 8/14/07

WITNESS: Angela Salinas

DATE: 8/14/07

W-9 <small>Form 990 (Rev. November 2003)</small> <small>Department of the Treasury</small> <small>Internal Revenue Service</small>	Request for Taxpayer Identification Number and Certification	<small>Give form to the requester. Do not send to the IRS.</small>
Name (as shown on your income tax return) PERM-A-CARE		
Business name (if different from above) _____		
Check appropriate box <input type="checkbox"/> Individual/sole proprietor <input checked="" type="checkbox"/> Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Other _____ <input type="checkbox"/> Exempt from backup withholding		
Address (number, street, and apt. or suite no.) PO Box 8101		Requester's name and address (optional) _____
City, state and ZIP code DELAZ BEACH, FL 33482-		
List account number(s) here (optional) _____		
Part I Taxpayer Identification Number (TIN)		
Enter your TIN in the appropriate box. The TIN provided must match the name given on Line 1 to avoid backup withholding. For individuals, this is your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part I instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see <i>How to get a TIN</i> on page 3.		
Social security number _____		OR Employer identification number 65-0464329
Part II Certification		
Under penalties of perjury, I certify that:		
1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me), and		
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and		
3. I am a U.S. person (including a U.S. resident alien).		
Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the Certification, but you must provide your correct TIN. (See the instructions on page 3.)		
Sign Here	Signature of U.S. person 	Date 7-29-03
Purpose of Form		
A person who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) to report, for example, income paid to you, real estate transactions, mortgage interest you paid, acquisition or abandonment of secured property, cancellation of debt, or contributions you made to an IRA.		
U.S. person. Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN to the person requesting it (the requester), and, when applicable, to		
1. Certify that the TIN you are giving is correct for you, are waiting for a number to be issued), or		
2. Certify that you are not subject to backup withholding, or		
3. Claim exemption from backup withholding if you are a U.S. exempt payee.		
In 3 above, if applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income.		
Note. If a requester gives you a form other than Form W-9 to request your TIN, you must use the requester's form if it is substantially similar to this Form W-9.		
For federal tax purposes, you are considered a partner if you are		
• An individual who is a citizen or resident of the United States,		
• A partnership, corporation, company, or association created or organized in the United States or under the laws of the United States, or		
• Any estate (other than a foreign estate) or trust. See Regulations sections 301.7701-6(a) and 7(a) for additional information.		
Special rules for partnerships. Partnerships that conduct a trade or business in the United States are generally required to pay a withholding tax on any foreign partner's share of income from such business. Further, in certain cases where a Form W-9 has not been received, a partnership is required to presume that a partner is a foreign person, and pay the withholding tax. Therefore, if you are a U.S. person that is a partner in a partnership conducting a trade or business in the United States, provide Form W-9 to the partnership to establish your U.S. status and avoid withholding on your share of partnership income.		
The person who gives Form W-9 to the partnership for purposes of establishing its U.S. status and avoiding withholding on its allocable share of net income from the partnership conducting a trade or business in the United States is in the following cases:		
• The U.S. owner of a disregarded entity and not the entity.		

Vendor/Bidder Disclosure

I, Ken Cosentino, being first duly sworn state that:
The full legal name and business address of the person(s) or entity contracting with the Town of Davie ("Town") are as follows (Post Office addresses are not acceptable):

Name of Individual, Firm, or Organization: Perm-A-Care
Address: 12078 Colony Preserve Dr.
Boynton Beach, FL 33436
FEIN: 65-046 4529
State and date of incorporation: FLORIDA 1994

OWNERSHIP DISCLOSURE AFFIDAVIT

1. If the contract or business transaction is with a corporation, the full legal name and business address shall be provided for each officer and director and each stockholder who directly or indirectly holds five percent (5%) or more of the corporation's stock. If the contract or business transaction is with a trust, the full name and address shall be provided for each trustee and each beneficiary. All such names and address are as follows (Post Office addresses are not acceptable):

Full Legal Name	Address	Ownership
<u>KENNETH N. COSENTINO</u>	<u>12078 Colony Preserve Dr.</u>	<u>50</u> %
	<u>Boynton Beach, FL 33436</u>	%
<u>LYNDA F. COSENTINO</u>	<u>S/A/A</u>	<u>50</u> %
		%

2. The full legal names and business addresses of any other individual (other than subcontractors, materialmen, suppliers, laborers, and lenders) who have, or will have, any legal, equitable, or beneficial interest in the contract or business transaction with the Town are as follows (Post Office addresses are not acceptable):

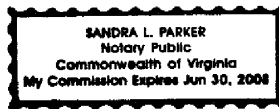
Full Legal Name	Address

By: [Signature]
Signature of Affiant

Date: Aug 3, 2007

KENNETH N. COSENTINO
Print Name

SUBSCRIBED AND SWORN TO or affirmed before me this 3rd day of
August 2007, by Kenneth N. Cosentino, he/she is
personally known to me or has presented FL DL as
identification. C253-514-59-368-0 exp. 10-8-2008



Sandra L. Parker
Notary Public, State of Florida at Large
Sandra L. Parker
Print or Stamp of Notary
287697
Serial Number
My Commission Expires 6-30-2008

Florida Profit Corporation

PERM-A-CARE JANITORIAL SERVICES, INC.

Filing Information

Document Number P93000085967
FEI Number 650464529
Date Filed 12/16/1993
State FL
Status ACTIVE
Effective Date 01/03/1994
Last Event AMENDMENT
Event Date Filed 04/16/1996
Event Effective Date NONE

Principal Address

12078 COLONY PRESERVE DR
BOYNTON BEACH FL 33436

Changed 04/12/2007

Mailing Address

PO BOX 8101
DELRAY BEACH FL 33482-8101

Changed 03/23/2005

Registered Agent Name & Address

COSENTINO, KENNETH
12078 COLONY PRESERVE DRIVE
BOYNTON BEACH FL 33436 US

Name Changed: 03/23/2005

Address Changed: 04/12/2007

Officer/Director Detail

Name & Address

Title S

COSENTINO, LYNDIA
12078 COLONY PRESERVE DR
BOYNTON BEACH FL 33436

Title PSTD

COSENTINO, KEN
12078 COLONY PRESERVE DR
BOYNTON BEACH FL 33436